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OL/FMD WEEKLY REPORT

PERIOD ENDING 29 JUNE 1988

1. Progress Reports on Tasks Assigned by or of Interest to Senior Management:

None.

2. Major Events that Have Occurred During the Preceding Week:

✓ a. Parking and Traffic Management: On 24 June, the Parking Office, FMD/OL, ^{PROVIDED} gave the Office of Technical Service (OTS) ~~Logistics Officer~~ parking permits and instructions for assignment of parking spaces on Level 2 of the Parking Deck. ~~to accommodate the~~ ^{THESE} move of OTS personnel to the New Headquarters Building scheduled to ^{SPACES} begin on 5 July. ~~Also,~~ commencing 5 July, open parking (No Permit ^{ARE IN} Required) will be available on Level 3 of the Parking Deck. Plans ^{SUPPORT} are underway to issue permits for the newly surfaced area of the South Parking Lot. ~~This area will add approximately 180 new spaces.~~ ^{OF THE} Coupled with the opening of Level 3 of the Deck and West Lot 3, approximately 1,250 new spaces will become available.

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b. On 23 June, the Contracts Staff, FMD/OL, issued to five potential bidders an Invitation for Bid (IFB) for the installation of roofing at the Headquarters Power Plant. A pre-bid meeting for this work is scheduled for 29 June and bids are due by 7 July. The estimated price range for the work is between \$25,000 and \$100,000.

25X1 c. On 24 June, the Contracts Staff, FMD/OL, negotiated a contract with Video Dynamics, Inc. to construct and install five TV studio consoles, and to install both contractor and Government furnished electronic equipment. The equipment will be installed in a video editing facility operated by CPAS. The negotiated price for the effort is \$185,000.

✓ 25X1 d. Operations, FMD/OL, has completed construction documents for the computer room to house the Personnel Access Security System (PASS) control equipment in the Office of Security offices at the 4th floor atrium of the New Headquarters Building. Completion of the room is scheduled for 8 July.

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✓ e. Scattergood-Thorne Property Renovation: On 22 June, Allied completed work on a temporary helicopter landing space on the Scattergood-Thorne property. [REDACTED] *DDA*

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f. On 24 June, OL representatives from FMD, Supply Division, and Agency Contracts Group met with Printing and Photography Group (P&PG) representatives to review statistics that have been compiled on all copiers now used in the Headquarters area. These statistics will provide the necessary information for stock levels and funding required to support a more complete copier supply program. This information and the plans for implementation will be presented to the Director of Logistics on 29 June by the Chief, P&PG. [REDACTED]

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g. Child Day Care Center Project: The project architect-engineer is revising the site master plan drawings to reflect the new Child Day Care Center location. The revised construction documents will be 90% ready by 30 June. These documents will be presented to the National Capital Planning Commission (NCPC) on 1 July for review and approval. [REDACTED]

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h. Significant Outages of Services/Utilities: On 21 June there was an unscheduled chilled water outage which affected the Office of Information Technology (OIT) computer centers in the New Headquarters Building (NHB). The outage occurred during an attempt to correct a water flow problem, and when certain valves were operated, water bypassed the computer centers and flowed directly back to the central plant. Chilled water service was restored in approximately 1 hour. The initial flow problem was caused by clogged filters on both pumps in the chilled water line. On 23 June, FMD, Smith, Hinchman & Grylls (SH&G), and Allied personnel analyzed the problem, which included a review of the actions taken by Allied personnel and an examination of the physical piping configuration. The conclusion reached was that Allied's actions were correct and that the NHB piping configuration is correct. It was ascertained that the Bid Package 2 contractor installed the wrong type filters on both pumps, and used an extremely fine mesh which severely restricted the flow of water. Simultaneous clogging of the filters on both pumps caused water to bypass the computer center and resulted in a computer service outage. This situation was brought to the attention of the General Services Administration (GSA) Project Executive who has demanded a written explanation from the contractor. [REDACTED] *WAS WEIRD!*

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25X1 i. Jogging Track Project: Final design drawings on the jogging track are scheduled for completion on 1 July. After review, Dewberry and Davis will proceed to put the job out for contract. [redacted] DDA

25X1 j. Significant Component Move Support:

[redacted]

25X1 (2) On 27 June, BSB moved Contel and Customer Services Group, OIT, from the LC corridor, OHB, to the core area and south tower NHB. This involved units from the Voice Operations Branch and maintenance sections from Contel and CSG. This move was necessary in order for the construction contractors to begin work in LC corridor area on 27 June for the cafeteria expansion program. [redacted] FRO

25X1 (3) On 25 June, BSB moved the first portions of OTS's Wang system into the NHB. This consisted of CPU's, disk drives, and Wang terminals from South building and the relocation of equipment stored in the NHB. During the period 27 June through 1 July, BSB will commence final preparations for the OTS move into the NHB. There will be 68 workstations of executive furniture put in place, 432 conserv-a-files, and new trash receptacles and in/out trays for every workstation. There will also be 30 PTI'd safes and 20 conserv-a-files picked up during this time. [redacted]

25X1 k. Significant Meetings with Officers Outside OL: Mail and Courier Branch (M&CB), FMD/OL, continues to coordinate with Agency components the upcoming change to daily newspaper distribution procedures, effective 29 June. [redacted]

25X1 [redacted]

25X1 l. Significant Construction Projects: The Counterintelligence Center (CIC) renovations are in the second phase of design. The DO/CIC front office design in 2C29-43 is approximately 30% complete. Design Branch, FMD/OL, is awaiting a decision on furniture they will be purchasing before finishing the preliminary design. [redacted]

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25X1 m. On 24 June, the Virginia Department of Transportation (VDOT) held a final inspection of the work performed by the Route 123 realignment contractor. Only minor discrepancies were noted and the only outstanding item, as far as the Agency is concerned, is a request made to VDOT to check the timing of traffic signals during peak and non-peak hours. There seems to be an excessive wait during non-peak hours for the computer controlled signals to change. [redacted] DPA

3. Upcoming Events:

25X1 *OH, NO!!* a. The Interior Design Staff will be picking up the artificial plants for the NHB this week and also designating accent color painting for the sixth floor for that building. [redacted]
25X1 [redacted]

25X1 b. Status of Chilled Water Lines: FMD and Allied personnel will meet on 6 July to decide whether or not FMD will resume excavation of the south side chilled water line. If excavation is not renewed, an alternate course of action will be decided upon. [redacted]

4. Management Activities and Concerns:

25X1 a. On 24 June, the Deputy for Services, FMD/OL, addressed all M&CB employees relative to the pamphlet that has been made available to explain the new Facilities Career Subgroup. Follow-up meetings are being planned to allow personnel to participate in question and answer sessions that will allow them to more fully explore the possibility of joining the MLF career subgroup. [redacted]

25X1 b. On 21 June, BSB and OTS representatives met with the Chief, Operations & Maintenance Branch, [redacted] SD/OL, concerning new methods of disposing of PTI furniture from the upcoming office moves into the NHB and concerning communications and coordination between [redacted] BSB, and the respective component. [redacted]
25X1 [redacted]
25X1 [redacted]

25X1 c. Personnel: [redacted] assigned to M&CB; [redacted] retiring.

25X1 [redacted] Acting Chief
Facilities Management Division

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